

GROVE CITY PARKS AND RECREATION EAGLE PAVILION AT ROTARY LAKE

Fryer Park • 3899 Orders Road, Grove City, Ohio 43123

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POLICY INFORMATION FOR THE EAGLE PAVILION

RESERVATION ELIGIBILITY

- Reservations are limited to Grove City residents age 21 or older, including those living within the corporation limit of Grove City and unincorporated Jackson Township as well as those working in Grove City per eligibility outlined in the Fair Share Policy. Proof of residency is required at the time the reservation is scheduled. Resident in whose name agreement is made must be present at Eagle Pavilion during the rental period.
- All fees must be paid in full before the reservation is accepted.
- Confirmation: Upon approval, a copy of the signed reservation form and a receipt are returned to applicant.

HOURS

- The facility is available for rent from 8 a.m. to 10 p.m. in a combination of three time frames: 8 a.m. to noon, 1 to 5 p.m. and 6 to 10 p.m. It is not available for reservation New Year's Day, Easter, Independence Day, the last weekend in July (Friday through Sunday), Thanksgiving, Christmas Eve, Christmas or other days at the discretion of the department. **Hourly rental is not available.**
- A pavilion host provided by the City will be on site for the entire rental period to assist renters with building issues and concerns. The host is not responsible for assisting the renter with any set up or clean up functions listed in the Renter Responsibilities. The facility will not be rented if no host is available; renters are encouraged to make reservations early to allow sufficient time to arrange a host.

FEES

- Rental Fees: \$175 per four-hour period with a maximum fee of \$475 per day.
- Damage Deposit: \$150. Deposit is fully refundable if all conditions are met.
- Refund Policy:
 - » Rental fee: If a written request for a refund of the rental fee is submitted in writing 45 or more calendar days prior to the scheduled rental date, a 50% refund will be given, including damage deposit.
 - » No refunds will be granted within 45 calendar days of the scheduled rental date.

OTHER RESTRICTIONS

- The Renter is responsible for the actions of and damages caused by guests, caterers, musicians or other agents or representatives arranged by them.
- The pavilion is tobacco and alcohol free. Consumption, serving and possession of alcohol are not permitted at the Eagle Pavilion or in Fryer Park.
- Rentals for sales parties, outside sales or other commercial ventures are prohibited.
- Maximum capacity for the facility is 150 persons.
- No tents, bounce houses or other inflatable toys are permitted.
- Food trucks and any other auxiliary elements associated with the facility rental must receive prior approval from the director. No items requiring stakes are permitted.
- A fee is assessed for exceeding the rental time. After a 15-minute grace period, the renter is charged \$50 for any part of each 15-minute increment the facility remains occupied (\$50 for 16-30 minutes; \$100 for 31-45, etc.).
- Access to the facility earlier than the rental time is not permitted even if a pavilion host is present.

